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Security Information

4 March 1952

PRINTING AND REPRODUCTION DIVISION

Operating under the Dissemination Section of the Plant Services Branch, a delivery and pickup system is continually taking work to and from the offices of the Agency and the Printing & Reproduction Plant at [REDACTED]. One truck and a driver are used exclusively for picking up [REDACTED] stencils in Quarters Eye. A round trip is completed about every 50 minutes. This is continuous each day except Saturday.

Another truck, driver and courier make scheduled pickup at OCD in "M" Building and at the Mail Room and Courier Office in Que Building. A complete round trip on this run is accomplished every hour and a half. Regular deliveries for M and Que Buildings are carried by this vehicle.

A third truck, driver and two couriers are used exclusively for making deliveries of completed work to all CIA Buildings from [REDACTED] Street and from GPO State Service Office in the South Building. This vehicle is scheduled to make deliveries twice daily - once in the morning and once in the afternoon. This truck is essentially a delivery service and makes pickups at an office only when making a delivery.

The couriers assigned to this system are under the jurisdiction of Records Management & Distribution Branch, the drivers and vehicles under Transportation Division.

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